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CONFIDENTIAL 31 December 1953

MEMORANDUM FOR: Acting Chief, Plans and Research Staff

SUBJECT: Report #51  
Assessment and Evaluation Staff  
16-29 December 1953

I. NEW ACTIVITIES

1. Office of the Chief

a. Chiefs, PM, FE, WE, EE, SE, NEA, SR, and WH have been interviewed by Chief, A & E, for purposes of becoming acquainted and to determine their attitude toward the functions of this staff. Dates have been established for members of the A & E Staff to make a one-hour presentation to the above-mentioned staffs. Chief, FI, has also been interviewed. No date has been set for an A & E Staff presentation, but one will be set when the current chief's successor is available. Chief, PP, and Chief, TSS, will be seen following the return from leave of Chief, A & E.

b. [ ] has been fully cleared and has accepted a position with the A & E Staff; he will report for duty 15 February.

c. The application of [ ] has been received. He is a candidate for the position of Chief, TEB.

d. [ ], consultants, came in on 28 December for three and one-half days.

2. Training Evaluation Branch

a. Training evaluation reports for the following courses were disseminated during the period:

ACSOC #6 . . . . .	8
Clerical Induction . . . . .	13
[ ] Operations #6 . . . . .	9

b. A review of the Phase II training evaluation report is almost complete. It has been approved by [ ]. It will be given one more review by the instructional staff at [ ]. Following that, it will be submitted to [ ]. Arrangements have been made for a discussion of this new form with the TIO's concerned.

3. Statistics: Assessment and Research Branches

a. Assessment cases scheduled for the period . . . . .	10
b. Assessments performed . . . . .	10
c. Assessment cases written . . . . .	9
d. Assessment cases to be written . . . . .	8*

\*5 JOT's.

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- e. Professional trainee (JOT) tests administered . . . . 8
- f. Language aptitude tests administered . . . . . 5
- g. Cases scheduled for the future:
  - Assessment . . . . . 6
  - JOT . . . . . 0
  - Language . . . . . 2
- h. Pre-training and EOD test batteries administered . 30
- i. Professional trainee (JOT) tests administered  
in the field and received by A & E . . . . . 13

[Redacted Signature Box]

Chief  
Assessment and Evaluation Staff

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